

MINUTES

FINANCE COMMITTEE MEETING

October 8, 2014

Cedar City, Utah

MEMBERS IN ATTENDANCE

Commissioner Jim Eardley, Chair
Commissioner Mike Dalton, Vice-Chair
Commissioner Clare Ramsay
Commissioner Jim Matson
Commissioner Dale Brinkerhoff

REPRESENTING

Washington Co. Commissioner Representative
Beaver County Commissioner Representative
Garfield County Commissioner Representative
Kane County Commissioner Representative
Iron County Commissioner Representative

OTHERS IN ATTENDANCE

Bryan Thiriot
Allison McCoy
Diane Lamoreaux

Five County Association of Governments
Five County Association of Governments
Five County Association of Government

Commissioner Jim Eardley, Chair, called the meeting to order and welcomed those in attendance. It was noted that a quorum of members were present for conduct of business.

I. MINUTES AUGUST 13, 2014 - REVIEW AND APPROVAL

Chairman Eardley presented minutes of the August 13, 2014 Finance Committee meeting for Board discussion and approval.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER CLARE RAMSAY, TO APPROVE MINUTES OF THE AUGUST 13, 2014 MEETING AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

II. FINANCE COMMITTEE AND STAFF BUSINESS

A. PERSONNEL - MERIT AND/OR PROMOTION RECOMMENDATIONS

Mr. Bryan Thiriot indicated that an e-mail was sent to Finance Committee members outlining promotion recommendations for the following individuals: **1) Stephanie Mikesell, Quality Improvement Program Coordinator**-- Stephanie has been serving as the Quality Improvement Specialist, but she has been willing to take on new duties to maintain success of the Child Care program. She is a dedicated and valuable employee; **2) Nathan Reeves, Data Specialist**-- Nathan is also working with the Child Care program and recently earned his MBA from SUU. His education skill sets and data skills have improved the Child Care program; **3) Scott Bolander, Weatherization Coordinator**-- Scott is BPI certified now per Department of Energy regulations and is eligible for this promotion. He is dedicated and motivated to ensure that the Weatherization program complies with all certifications; **4) Cindy Rose, Volunteer Coordinator**-- Cindy has been a foundational bedrock for our Volunteer program during this transition. She has added more duties because of switching of other personnel to part-time; and **5) Lynnsi Hayes, FGP Program Coordinator**--

Lynnsi has taken on additional duties since Volunteer Center staff left and has demonstrated initiative to ensure that the Rural Foster Grandparent Program succeeds. Jane Quist, Director of CNS with the state of Utah, has sent multiple favorable comments about her work.

Mr. Thiriot reported that Carrie Sigler was selected as the new director for Care About Child Care, and she needs help from her staff to provide institutional knowledge regarding several of the programs offered through their office. Stephanie Mikesell and Nathan Reeves have been willing to assume additional duties and to assist Carrie through the transition. Scott Bolander has completed various Department of Energy certifications, often taking initiative on non-work time to study. He noted that with the loss of Carol Hollowell, Julie Duckett, and Kristen Clark it has been necessary for other Volunteer Center staff to assist in picking up additional duties.

Committee members asked Allison McCoy if these promotions fit within the current budget for the various programs. Ms. McCoy responded that funding is available in the Child Care and Weatherization programs to cover these promotions. However, a closer look at the Volunteer Center budget will be necessary.

MOTION WAS MADE BY COMMISSIONER CLARE RAMSAY, SECONDED BY COMMISSIONER JIM MATSON, TO PROVIDE PROMOTIONS FOR THE FIVE INDIVIDUALS AS PRESENTED, CONTINGENT UPON THE AVAILABILITY OF BUDGET IN THE VOLUNTEER CENTER PROGRAMS. MOTION CARRIED.

B. STAFFING UPDATE

Mr. Bryan Thiriot reported that staff is currently in the process of hiring replacement coordinators for the Foster Grandparent Program and the Senior Companion Program. Tom Everett moved to full time status in order to take on the Senior Health Insurance Information Program (SHIIP). With Blue Cross and Blue Shield dropping coverage in Iron and Washington counties, it was important to bring someone on board with knowledge as soon as possible. Mr. Everett had previously worked as a SHIIP counselor and he also works with the Community Action programs. Staff has been overwhelmed with calls on insurance open enrollment and changes with Blue Cross and Blue Shield.

III. OTHER BUSINESS

Mr. Thiriot provided copies of the proposed consolidated meeting schedule for FY 2015. Commissioners noted that Public Health has asked that one of their meetings be scheduled in Beaver. Commissioner Mike Dalton indicated that the easiest way to correct this would be to rotate the February meeting to Beaver and the March meeting to Kanab. Commissioners asked Mr. Thiriot to work with Behavioral Health and the Public Health Department directors to refine the proposed meeting schedule. A finalized copy of the schedule will be provided during the November 12, 2014 Steering Committee meeting.

Commissioner Mike Dalton expressed concern regarding actions of the Finance Committee occurring after the Steering Committee meeting. Any actions taken would have to wait until the next Steering Committee meeting for ratification. The promotions approved today will

not go into effect until actions are ratified. It would be better to schedule the Finance Committee meeting prior to the Steering Committee meeting.

Mr. Bryan Thiriot read correspondence addressed to United Way Dixie regarding direct funds provided for the Foster Grandparent and Senior Companion programs at Five County. United Way has indicated that funding can no longer be provided to Five County because of the lack of a 501c3 organization to funnel these funds. It is proposed that the \$11,000 in funds that was previously provided to Five County be moved over to Switchpoint (the St. George City program). The letter states that there are two non-profit organizations available to Five County that can be utilized to process these funds. Each of the five county commissioners are asked to sign the letter.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER CLARE RAMSAY, AUTHORIZING FINANCE COMMITTEE MEMBERS TO SIGN THE LETTER TO UNITED WAY DIXIE TO ADDRESS THE 501C3 ORGANIZATION AVAILABILITY FOR THE TRANSFER OF FUNDS TO THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS. MOTION CARRIED.

Mr. Thiriot reported that a meeting has been scheduled with the Five and Six County Commissioners on November 5, 2014 in Richfield to address grazing on Forest Service lands. Allen Rowley will be in attendance, but Angie Bulletts is not sure she will be able to make the meeting. Commissioner Dale Brinkerhoff indicated that Iron County has also requested a meeting with their county officials separately with Angie Bulletts to discuss grazing issues. Letters have been written by Washington County and the Governor's office in regards to grazing. Commissioner Jim Matson indicated that it is vital that Angie Bulletts is available for this discussion.

A. ROLE OF FIVE COUNTY IN COORDINATING THE FIVE COUNTY REGION IN PUBLIC LAND ORDINANCES AND RESOLUTIONS GOING FORWARD

Commissioner Mike Dalton indicated that each county is working on ordinances and resolutions on various public lands issues. It is vital that Five County AOG serve as a coordination focal front to store all of these responses, letters, and ordinances passed by each county. It is better for counties to represent a united front and to be on the same page with these issues. Even though impacts are different for each county, other counties can still provide support on these multitude of issues. It is important that counties be united in this fight. Copies of resolutions, letters and ordinances from each county need to be housed in a centralized place where staff and elected officials can have access. Commissioner Clare Ramsay agreed that it would be good for each county to have access to these documents. Other commissioners indicated that this is a good idea. Five County would serve as a clearinghouse capacity but items would not be a voice of Five County. Commissioner Jim Matson mentioned that this was a discussion during the budget process at a previous meeting. This is a vital function, but it will need to have funding attached. Someone on the Five County AOG staff will need to reach out to individual counties to collect copies of resolutions, letters and ordinances passed by each county regarding public lands issues. Inputs need to be made available as pdf files for ease of access. It would also be good if documents were provided in Microsoft Word format.

Commissioner Jim Matson addressed representation on the Utah Association of Counties Board of Director for the Five County Association of Governments. He suggested that the membership rotate each year with the Chair of the Five County Steering Committee. He suggested that this change go into effect in January 2015. It was the consensus of committee members that this change be made.

Being no further business, the meeting adjourned at 3:20 p.m.

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